

***IOWA DISTRICT COURT, FIFTH JUDICIAL DISTRICT***

**IN RE: DESIGNATION OF PLACES OF  
HOLDING COURT FOR 2014**

**ADMINISTRATIVE ORDER 2013-63**

**WHEREAS** Iowa Code §§602.6211(1) and 602.6105(1) and Iowa Court Rules 22.5 and 22.8(1) provide the Chief Judge shall designate the places of holding court in the district:

**THEREFORE, IT IS HEREBY ORDERED THAT:**

**A. THE COURTHOUSE**

The courthouse in the county seat of each county of the Fifth Judicial District is hereby designated as the official place of holding court in the county. Criminal and civil jury trials shall be held in the courthouse of the county where the case is filed, except as provided herein. Actions, special proceedings and other matters not requiring a jury may be done at some other place in the district with the consent of the parties and the Chief Judge. The Chief Judge shall designate such other places on a case-by-case basis.

**B. JAIL COURTS**

Criminal proceedings involving inmates in the custody of the county sheriff not requiring a jury may be held in a secure conference room or courtroom in the county jail in Adair, Adams, Clarke, Jasper, Madison, Marion, Polk and Ringgold counties. Such jail court facilities shall be maintained in a neutral setting with the trappings of the court, including a desk for the judicial officer, flags and a copy of the Iowa Code. Such jail court facilities shall be maintained separately from law enforcement offices or detention facilities in the jail. All jail court proceedings shall be public either by allowing the public to attend in the conference room or courtroom or by allowing the public to observe via audiovisual closed circuit television.

**C. RIVERPOINT**

Polk County Magistrate Court, including small claims and suburban traffic court, shall be held on the first floor of the Riverpoint Office Center, 500 S.W. 7<sup>th</sup> Street, Des Moines, Iowa.

**D. BROADLAWNS SANDS UNIT**

Polk County Mental Health Commitment hearings shall be conducted in the lower level conference room of the Sydney Sands Unit of Broadlawns Medical Center, 1801 Hickman Road, Des Moines, Iowa.

**E. DRAKE UNIVERSITY LAW SCHOOL**

The courtroom in the Neal and Bea Smith Legal Clinic of the Drake University Law School is hereby designated as an alternate place of holding court in Polk County for purposes of the Law School Trial Practicum Program, overflow trials when courtrooms are not available in the Polk County Courthouse, and trials assigned to senior judges.

**F. DES MOINES CITY HALL**

The City Council Chambers of the Des Moines City Hall is hereby designated as an alternate place of holding court in Polk County for the purposes of Truancy Court.

**G. NEWTON CORRECTIONAL FACILITY**

The room set aside for court hearings at the Newton Correctional Facility, 307 S. 60th Avenue W. Newton, Iowa, is hereby designated as a place of holding court for the purposes of facility disciplinary hearings.


**H. IOWA LUTHERAN HOSPITAL**

The room set aside for court hearings at the Iowa Lutheran Hospital, Child and Adolescent Behavioral Health Services Unit, 700 East University Avenue, Des Moines, Iowa, is designated as a place of holding court for purposes of adolescent mental health or substance abuse commitment proceedings.

**I. MERCY MEDICAL CENTER**

The room set aside for court hearings in the Child and Adolescent Behavioral Unit at the Mercy Franklin Center located at 1818 48th Street, Des Moines, Iowa, is designated as a place of holding court for purposes of adolescent mental health or substance abuse commitment proceedings.

**DATED** this 15<sup>th</sup> day of October, 2014.

  
ARTHUR E. GAMBLE, CHIEF JUDGE  
FIFTH JUDICIAL DISTRICT OF IOWA

Copies to:  
Chief Justice Mark Cady, Iowa Supreme Court  
Liaison Justice David Wiggins, Iowa Supreme Court  
State Court Administrator, David Boyd  
Fifth Judicial District Judges, Staff and  
Stakeholders by e-mail and  
Posting on Judicial Branch Website

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CLERK DISTRICT COURT